

Privacy Notice

Collection of Information: We collect personal identifiable information, like names, postal addresses, email addresses, etc., when voluntarily submitted by our customers. The information provided is used to fulfil your specific request.

Distribution of Information: This would be done as permitted or required by law / Companies Act 2019 (Act 992)

Commitment to Data Security: Your personal identifiable information is kept secure. Only authorized employees, agents and contractors who have agreed to keep information secure and confidential have access to this information.

Change Notice

Every company is required to furnish the Registrar with any change after incorporation e.g. Change of Company Name, Change of Address, Change of Director(s) / Secretary etc.

Financial Statement / Group Accounts

All External Companies are to file Group Accounts once every year at intervals of not more than fifteen months, a Statement of Financial Position amongst other documents to the Registrar. Section 334 of Act 992.

Late/Non Filing attracts Penalties

Check List (✓)

Please make sure you have complied with the following

The document has been signed at all indicated places	
Power of Attorney attached	
Filled TIN Form(s), if any	
Filled BO Form attached, if any	
Attach Registration Document of incorporated Company i.e. Charter, Memorandum, Articles of Association, etc.	